



State of Utah

JON M. HUNTSMAN, JR.
Governor

GARY R. HERBERT
Lieutenant Governor

Department of Human Resource Management

JEFF C. HERRING, JD/MBA
Executive Director

JEAN MILLS-BARBER, MBA
Deputy Director

MEMORANDUM

A handwritten signature in blue ink, likely belonging to Jeff Herring, Executive Director of the Department of Human Resource Management.

TO: Cabinet Members

FROM: Jeff Herring, Executive Director, Department of Human Resource Management

DATE: August 19, 2008

RE: Waiver to DHRM Rules Subsection R477-7-9 Bereavement Leave

In order to facilitate effective implementation of Governor Huntsman's *Working 4 Utah* initiative, I am issuing an exception to DHRM Rules Subsection R477-7-9. Section R477-7-9 currently permits up to 24 hours of bereavement leave with the intent of equating this to three working days. This exception allows agency management to grant up to three days of bereavement leave based on an employee's normal work schedule. The maximum number of funeral leave hours allowed will be 30 hours.

This rule exception is will expire on September 30, 2008, by which time it is expected to be replaced by a permanent rule amendment.